

## Board of Directors Interim Agenda

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Nebraska Department of Agriculture

### INTRODUCTION

The Board will hold its quarterly Board of Directors meeting on Saturday, January 21, 2006, and continue that meeting during work periods throughout the remainder of the Interim Meetings. Except when posted, all meetings are open to the membership. The Board of Directors and NTEP Committee will hold open hearings at the Interim Meeting and members will be invited to engage in dialogue with the Board on issues the Board and NTEP Committee have on their agenda. The Board of Directors is currently working on the following issues: conformity assessment, NCWM voting procedures, the use of work groups, the National Training Program, and participation internationally, i.e., International Organization on Legal Metrology (OIML), the OIML Mutual Acceptance Arrangement (MAA) the Canadian Forum on Trade Measurement (CFTM), the Asia-Pacific Legal Metrology Forum (APLMF), and U.S. National Work Groups.

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## Monday, January 23

During the Board of Directors/NTEP Committee's Open Hearing, the membership is invited to provide feedback on the following issues:

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### Details of all Items

(In order by Reference Key Number)

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## 1. Improving Standards Development

Technical issues forwarded to the NCWM standing committees appear in various stages of development and degrees of technical complexity. The following are some of the concerns that have been raised regarding the NCWM's ability to properly develop such issues:

- The NCWM may need to draw in additional technical expertise on occasion.
- More outreach may be necessary to inform stakeholders.
- Development of issues needs to occur throughout the year, not just at Annual and Interim meetings.
- New proposals need proper development and supporting documentation prior to reaching standing committees.

The NCWM and NIST have developed a plan to address these concerns in an effort to improve the NCWM standards development process. A Review Panel has been formed to study all new items forwarded to the NCWM standing committees. The Panel will assess the needs of each new item to gain proper development and consensus within the NCWM. For each new proposal, the Panel will provide the standing committee with a recommendation for the proper course of action. Recommendations may include utilizing a work group of experts, returning the item to the source for further development, developing the item through the routine open hearings of the NCWM and regional associations, etc.

Don Onwiler and Henry Oppermann presented this plan at the 2005 NCWM Annual Meeting and at the 2005 Annual Meetings of each of the regional associations. The NCWM will give the plan a trial run in the fall of 2005. All new proposals forwarded to the NCWM standing committees for consideration at the 2006 Interim Meeting will be assessed by the Review Panel and recommendations will be provided to the standing committees. The recommendations will be posted on the NCWM website and be made available to Interim Meeting attendees. They will be included in NCWM Publication 16 and become part of the NCWM Annual Report following the Annual Meeting.

A panel discussion will be held on Tuesday, January 24, following open hearings of the standing committees. This will provide an opportunity to address questions or concerns and learn how the plan may be improved.

## 2. Marketplace Surveys

The NCWM is planning to conduct a market survey in the coming year. Market surveys are a method used to benchmark levels of compliance and will provide a tool to evaluate the effect of weights and measures presence in a given area of regulation. Surveys can be done on a specific device type, on net quantity verification of various commodities, scanner accuracies, tare on sales from bulk, etc. The BOD hopes jurisdictions may be able to use this data to demonstrate the need for sufficient funding for a comprehensive weights and measures program.

The NCWM will follow NCWM Protocol for National Surveys. There is a team in place within the Board that is making decisions regarding the direction of our first survey. NIST has also pledged involvement to the degree that it will coordinate and present training as needed to officials who participate in the survey. This will ensure uniform methods of testing, documenting, and reporting results.

## 3. Meetings

### *Interim Meetings*

January 21 - 24, 2007	Omni Jacksonville, Jacksonville, FL
January 27 - 30, 2008	Hyatt Regency Albuquerque, Albuquerque, NM

*Annual Meetings*

July 9 - 13, 2006

Chicago Marriott, Chicago, IL

July 8 - 12, 2007

Snowbird Resort, Salt Lake City, UT

July 13 - 17, 2008

Sheraton Burlington Hotel & Conference Center, Burlington, VT

#### **4. Membership Marketing**

The Board recognizes the need to address membership and meeting attendance. The NCWM management company, MSP, has hired Judy Markoe to assist the various associations it serves to gain public recognition and membership. Judy met with the Board of Directors during its 2005 Fall Meeting, and she will present a marketing plan to the Board at the 2006 Interim Meeting. The plan is intended to increase public awareness of the NCWM and weights and measures activities. The Board is hopeful that the regional associations will also realize some of the benefits reaped by the NCWM.

#### **5. NCWM Website – [www.ncwm.net](http://www.ncwm.net)**

Many positive comments have been received regarding recent improvements to the NCWM website. The site continues to evolve in order to better serve the members and gain the interest of first-time viewers. As always, the Board is accepting suggestions to further improve the website.

One suggestion is to include mailing addresses in the Membership Directory. This directory is available through the “Members Only” portion of the website. Currently, this section provides members’ names, company affiliation, city, state, phone, fax, and email. Mailing addresses have not been provided to protect members from unwanted solicitation. The Board is accepting input from members prior to making this decision.

#### **6. Electronic Copies of NCWM Publication 14**

At the request of our industry membership, the NCWM has developed an electronic version of Publication 14 and made it available on CD. The CD contains Publication 14 Administrative Policy and all NTEP technical policies, checklists and test procedures. An order form is available on the NCWM website at [www.ncwm.net](http://www.ncwm.net).

#### **7. Mutual Acceptance Arrangements**

The purpose of Mutual Acceptance Arrangements is to establish bilateral and multilateral agreements. Under such agreements and arrangements, manufacturers would be able to submit their equipment to any of the participating countries for testing to OIML-recommended requirements. The resulting test data would be accepted by other participants as a basis for issuing each country’s own type approval certificate.

NTEP Director, Stephen Patoray attended an MAA Seminar for Assessors September 5 - 6, 2005. During this seminar, Mr. Patoray provided the attendees an overview of the additional requirements in the United States for both OIML R76 and R60. He will update the attendees at the 2006 NCWM Interim meeting regarding the current status of the MAA and other developments. The next scheduled meeting of the Committee on Participation Review (CPR) for R76 and R60 is scheduled for March 7 - 10 in Sydney, Australia.

The NTEP Committee discussed the MAA during the fall 2006 NTEP Committee meeting. Based on previous input from the NCWM membership and other discussions on this topic, the NTEP Committee believes the United States should be a Country A (issuing participant) with full laboratory capabilities for OIML R76 "non-automatic weighing instruments" and should not participate in a Declaration of Mutual Confidence (DoMC) as a Country B (utilizing participant) for R76. However, the NTEP Committee recognizes that currently there are no identified resources available to be able to move forward with a laboratory for R76 at this time.

The NTEP Committee discussed the NIST Force Group’s position not to participate as a testing laboratory for OIML R60 "load cells." The Committee also recognizes relatively few load cell evaluations are requested on an annual basis.

It would not be reasonable to invest in such laboratory facilities, as the costs of doing so are not justified by the demand for services.

## **8. Participation in International Standard Setting**

As the international community continues to draw closer together in legal metrology issues, the NCWM is receiving requests for participation at various meetings and conferences. The NTEP director is participating in international meetings of the Committee on Participation Review (CPR) for the Mutual Acceptance Arrangements for R60 and R76. The NCWM has also received an invitation to attend the Milestones Metrology Congress in May 2006 in the Netherlands to speak on the philosophy of the United States in the MAA process, explain the NCWM system, and provide a broad understanding of our legal metrology system.

The Board discussed identifying appropriate individuals to represent the NCWM in the international arena based on the nature of the event and the type of input requested. NCWM participation is primarily requested for one of two reasons:

- 1) To provide technical input on standards alignment or mutual recognition of testing data, or
- 2) To provide insight into the legal metrology system of the United States.

It is the decision of the NCWM Board of Directors that the NTEP director will continue to represent U.S. interests in the international arena as it pertains to technical discussions. It will be the role of the NCWM chairperson or the chairperson's designated appointee to represent the United States in the international arena when the purpose is to represent the U.S. legal metrology system.

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Don Onwiler, Nebraska, NCWM Chair  
Michael Cleary, California, NCWM Chairman-Elect  
Jim Truex, Ohio, NTEP Committee Chair  
Judy Cardin, Wisconsin  
Charles Carroll, Massachusetts  
Tom Geiler, Town of Barnstable, Massachusetts  
Joe Gomez, New Mexico  
Stephen Pahl, Texas  
Russell Wyckoff, Oregon  
Christopher B. Guay, Procter & Gamble Co.  
Darrell Flocken, Mettler-Toledo, Inc.  
NCWM Staff: Beth Palys, CAE  
NIST: Chief, Weights and Measures Division

## **Board of Directors**

## Appendix A

### Report on the Activities of the International Organization of Legal Metrology (OIML) And Regional Legal Metrology Organizations

Weights and Measures Division, NIST

The Weights and Measures Division (WMD) of the National Institute of Standards and Technology (NIST) is responsible for coordinating U.S. participation in OIML and other international legal metrology organizations. Learn more about OIML at the OIML website at <http://www.oiml.org> and the WMD website at <http://www.nist.gov/owm> on the Internet. Dr. Charles Ehrlich, Group Leader of the ILMG, can be contacted at [charles.ehrlich@nist.gov](mailto:charles.ehrlich@nist.gov) or at (301) 975-4834 or by fax at (301) 926-0647.

**Please note: OIML publications are available without cost at <http://www.oiml.org>**

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- I. Report on the Activities of the OIML Technical Committees
- II. Mutual Acceptance Arrangement (MAA) on OIML Type Evaluations
- III. Report on the 40th Meeting of the International Committee of Legal Metrology (CML)

#### I. Report on the Activities of the OIML Technical Committees

This section reports on recent activities and the status of work in OIML Technical Committees (TCs) and Technical Subcommittees (SCs) of specific interest to members of the NCWM. Also included are schedules of future planned activities of the Secretariats, the U.S. National Work Groups (USNWGs), and the International Work Groups (IWGs) of the Committees and Subcommittees.

##### *TC3/SC1 "Pattern Approval and Evaluation" (United States)*

The subcommittee approved the U.S. proposal for a combined revision of OIML D19 "Pattern evaluation and pattern approval" and D20 "Initial and subsequent verification of measuring instruments and processes" into a single document entitled "Principles of metrological control of measuring instruments: type approval and verification." Key elements of OIML D3 "Legal Qualification of Measuring Instruments," R34 "Accuracy Classes of Measuring Instruments," and R42 "Metal Stamps for Verification Officers" will also be incorporated into the combined revision of OIML D19 and D20. The revised documents will incorporate recent developments such as the OIML certificate system, D27 "Initial verification of measuring instruments utilizing the manufacturer's quality management system," and the "Framework for a mutual acceptance arrangement (MAA) on OIML type evaluations." Consideration will be given to the appropriate conformity assessment options developed by the ISO Council Committee on Conformity Assessment (ISO CASCO), including quality systems, product certification, and accreditation. Consideration needs to be given as well to information technology and statistical methods to increase or decrease verification intervals based upon proven instrument performance. For more information on this activity, contact Dr. Ambler Thompson at (301) 975-2333 or at [ambler@nist.gov](mailto:ambler@nist.gov).

##### *TC5/SC2 Software (Germany and France)*

In May 2004, all OIML TCs and SCs that were revising an OIML Recommendation were contacted to ensure that software aspects are considered in revised Recommendations. All OIML Documents and Recommendations published since 1990 were reviewed for terms and requirements related to software. A pre-draft of the document "Software in Legal Metrology" was circulated in October 2004 by the Secretariat. This document will serve as guidance for OIML technical committees addressing software requirements in Recommendations for software-controlled instruments. The ILMG submitted U.S. comments on the pre-draft in February 2005, and the U.S. is waiting for the 1<sup>st</sup> CD of this document. Please contact Wayne Stiefel at (301) 975-4011 or at [stiefel@nist.gov](mailto:stiefel@nist.gov) if you would like to participate in this project.

*TC8/SC1 “Static Volume and Mass Measurement” (Austria)*

The Secretariat submitted 1<sup>st</sup> CD revisions in January 2005 for OIML R71 “Fixed Storage Tanks,” R80 “Road and Rail Tankers,” and R85 “Automatic Level Gages for Measuring the Level of Liquid in Fixed Storage Tanks.” U.S. comments, including those of the American Petroleum Institute, on all three of these documents were sent in April 2005. The Secretariat held a subcommittee meeting in April 2005 in Vienna, Austria. The U.S. is waiting for the 2<sup>nd</sup> CD of all of these documents, and another meeting of the subcommittee is scheduled for March 2006. Please contact Wayne Stiefel at (301) 975-4011 or at [stiefel@nist.gov](mailto:stiefel@nist.gov) if you would like copies of the documents or to participate in these projects.

*TC8/SC3 “Measuring Instruments for Liquids other than Water.” (Germany) and TC8/SC4 “Dynamic Mass Measurements (Liquids other than Water)” (United States)*

OIML R117 “Measuring Instruments for Liquids other than Water” is undergoing an extensive revision, incorporating new instrument technologies and merging the document with OIML Recommendations R86 “Drum Meters” and R105 “Mass Flowmeters.” This is a high priority project for OIML. ILMG is working with the U.S. National Work Group on flowmeters, Germany, and the Netherlands on this effort. Meetings of the U.S. National Work Group on flowmeters were held during the NCWM Interim Meeting in January 2005 in Santa Monica, CA, and the NCWM Annual Meeting in July 2005 in Orlando, FL. Measurement Canada has been a strong contributor to this effort. A 2<sup>nd</sup> CD of R117 was circulated to the two international subcommittees and received over 90 % international “yes” votes. The Draft Recommendation (DR) was circulated to OIML member nations in 2005 with an objective of receiving full CIML approval on R117 in 2006. If you have questions or would like to become involved in this effort, please contact Ralph Richter (301) 975-4025 or at [ralph.richter@nist.gov](mailto:ralph.richter@nist.gov).

*TC8/SC7 “Gas Metering” (Belgium and France)*

The Secretariat circulated a 3<sup>rd</sup> CD of the Recommendation “Measuring Systems for Compressed Natural Gas (CNG) for Vehicles” and annexes covering performance tests for electronic devices and basic test procedures. In April 2003, the United States cast a negative ballot on the 3<sup>rd</sup> CD because the testing requirements were considered to be unrealistic. A 4<sup>th</sup> CD is being prepared by the Secretariat.

A ballot was circulated on the 4<sup>th</sup> CD “Measuring Systems for Gaseous Fuel” and U.S. comments were returned in November 2005. This Recommendation is intended for large pipelines with large flowrates and high operating pressures, or systems not fitted with diaphragm gas meters. Different types of measuring systems are covered by the Recommendation: measuring systems providing indications of volume at base conditions or mass converted from a volume of gas determined at metering conditions, measuring systems providing directly the mass of gas, and measuring systems providing indication of energy corresponding to a volume at base conditions or a mass of gas. The United States voted “no” on the 3<sup>rd</sup> CD of this document in June 2004, finding that many sections needed clarification and the test requirements needed to be improved. Please contact Wayne Stiefel at (301) 975-4011 or at [stiefel@nist.gov](mailto:stiefel@nist.gov) if you would like to obtain a copy of these documents or to participate in these projects.

*TC8/SC8 “Gas Meters” (Netherlands)*

Based on a poll of TC8/SC8 members, R6 “General provisions for gas volume meters,” R31 “Diaphragm Gas Meters,” and R32 “Rotary Piston Gas Meters and Turbine Gas Meters” were revised and combined into a single Recommendation. The Secretariat circulated a 2<sup>nd</sup> CD of this document, and U.S. comments were returned in March 2005. A subcommittee meeting to discuss the document was held in June 2005 in the Netherlands. Comments on a 3<sup>rd</sup> CD of this document are due to the Secretariat in January 2006. Please contact Wayne Stiefel at (301) 975-4011 or at [stiefel@nist.gov](mailto:stiefel@nist.gov) if you would like to participate in this project.

*TC9/SC1 “Nonautomatic Weighing Instruments” (Germany and France)*

The current review cycle of R76 “Non-automatic Weighing Instruments” is of major importance to U.S. interests because the Recommendation serves as the foundation for a majority of the laws and regulations that governs weighing instruments around the world. This review is significant for U.S. weighing instrument manufacturers because international harmonization of requirements would eliminate technical barriers to trade and reduce the delays and the cost of getting new weighing instruments into the global marketplace. The United States returned comments on the 1st CD of the revised R76 in April 2005. The revision included new language addressing metrological controls for type evaluations, conformity, and initial and subsequent inspections. The USNWG held a meeting in July 2005 and is being consulted concerning proposals to harmonize Handbook 44 and R76. A 2nd CD was circulated to the USNWG, and the U.S. vote and comments are to be returned to the Secretariat in January 2006. If you would like to participate in this effort, please contact Steve Cook at (301) 975-4003 or [steven.cook@nist.gov](mailto:steven.cook@nist.gov).

*TC9/SC2 “Automatic Weighing Instruments” (United Kingdom)*

The Recommendation R134-1 “Automatic Instruments for Weighing Road Vehicles in Motion – Total Load and Axle Weighing” is having its final comments incorporated and should be published in early 2006. The test report format of this document, R134-2, has been distributed in the United States and comments are due to the Secretariat in January 2006. Two other documents in this subcommittee are now starting their review cycle. The United States has returned comments on earlier working drafts (WD) of both R106 “Automatic Rail-weighbridges” and R107 “Discontinuous Totalizing Automatic Weighing Instruments (Totalizing Hopper Weighers).” If you would like to receive copies of any of these documents or work on these projects, please contact Richard Harshman at (301) 975-8107 or at harshman@nist.gov.

*TC17/SC1 “Humidity” (China)*

The Secretariat (China) is working closely with the United States and a small international work group (IWG) to revise OIML R59 “Moisture Meters for Cereal Grains and Oilseeds.” All drafts have been distributed to the U.S. National Work Group, which for the most part is a subset of the NTEP Grain Sector. In October 2003 China hosted a meeting of the TC17/SC1 subcommittee in Beijing to review and discuss this revised document. A 2nd CD that incorporated U.S. comments was circulated in May 2004 by the Secretariat. A meeting of the IWG was held in Paris in September 2004 to resolve conflicts on the document. U.S. comments on the 3<sup>rd</sup> CD of R59 were returned to the Secretariat in August 2005 and are being incorporated into the next draft. Please contact Diane Lee at (301) 975-4405 or at diane.lee@nist.gov if you would like to participate in this work group.

*TC17/SC8 “Quality Analysis of Agricultural Products” (Australia)*

A new subcommittee has been formed to study the issues and write a working draft document “Measuring Instruments for Protein Determination in Grains.” Australia is the Secretariat for this new subcommittee. A work group meeting was held in May 2004 in Sydney. A 2nd WD of this document was received in August 2004, and a 3rd WD was received in May 2005. A work group meeting was held in June 2005 in Berlin to discuss the latest round of comments on the 3rd WD. Please contact Diane Lee at (301) 975-4405 or at diane.lee@nist.gov if you would like to participate in this work group.

## **II. Mutual Acceptance Arrangement (MAA) on OIML Type Evaluations**

The OIML MAA has now entered the implementation phase. The first “provisional” Committee on Participation Review (CPR) has been established for OIML R60 (Load Cells) and R76 (Non-automatic Weighing Instruments). The CPR is being called ‘provisional’ to reflect the fact that the participants are under no obligation to sign either of the Declarations of Mutual Confidence (DoMCs) that are expected to result.

The first meeting of the CPR was held June 15 - 16, 2005, in Lyon, France, in conjunction with the 40<sup>th</sup> CIML Meeting and the 50<sup>th</sup> Anniversary Celebration of OIML. Mr. Stephen Patoray represented the NCWM, Mr. Steve Cook represented the Secretariat of OIML TC9 responsible for OIML R60, and Dr. Charles Ehrlich represented the Secretariat for OIML TC3/SC5 responsible for the MAA. Twenty-one countries had representatives at the meeting, with eight of the countries indicating interest in participating as an ‘Issuing Participant’ for at least one of the two DoMCs. (An ‘Issuing Participant’ is one that performs tests and issues certificates under the DoMC.) The CPR reviewed the application files of the eight countries wishing to be Issuing Participants, and decided that two of the countries needed to have peer reviews conducted. (For reasons of confidentiality, no countries are being identified by name until the DoMC is signed.) A Seminar (training course) for peer review assessors was held on September 5 - 6, 2005, in Paris, and the peer reviews are expected to be completed by January 2006. Signing of the DoMCs for R60 and R76 is envisioned for 2006, after the second CPR meeting, to be held in March 2006 in Sydney. At that time countries who do not sign at least one of the DoMCs will no longer be members of the CPR (the CPR will then no longer be ‘provisional’). It was proposed that countries may subsequently apply to join the CPR during two specified periods per year (the CIML is voting on this with a deadline of December 15, 2005).

Also at the first CPR meeting, a draft ‘Operating Rules for CPRs’ was discussed, and it was agreed among CPR members that an 80 % voting rule would apply, with no more than one negative vote from an ‘Issuing Participant’ allowed. The ‘Operating Rules’, containing this and other proposals, will be put forward to the CIML for postal vote. A draft implementation document on using ISO/IEC 17025 (requirements for testing laboratories), to be used for conducting the legal metrology audits, was also discussed. Another implementation document on ISO Guide 65

(requirements for issuing authorities) was circulated to the CPR for comment after the meeting. These implementation documents are being distributed as Working Drafts to OIML TC3/SC5 to be developed as OIML Documents.

The NCWM Board of Directors (BOD) had indicated to the International Bureau of Legal Metrology (BIML) its desire to participate on the CPR, primarily to help answer many of the NCWM's questions and concerns, and realized that many details regarding the implementation of the MAA will be developed through discussions of the CPR. The NCWM also indicated to the BIML that the NCWM anticipated it would sign a DoMC only when it is prepared to do so as an OIML Issuing Authority that issues test data and OIML Certificates under the MAA (i.e., as an Issuing Participant). The BIML allowed the NCWM to participate on the CPR under this arrangement. In order not to pay the 1500 Euro fee for "examination of their candidacy" as an Issuing Participant, the United States has for now been considered as a country that will not issue OIML Certificates under the MAA, but rather will utilize those issued by other countries (a 'Utilizing Participant'). This arrangement could change as negotiations continue and the CPR discussions advance. At the July 2005 Annual Meeting in Orlando, the Board began considering whether NCWM should be a Utilizing Participant for R60 since all of the necessary load cell testing capability to be an Issuing Participant is not available in the United States. A final decision is anticipated at the January 2006 Interim Meeting in Jacksonville, FL.

At the meeting in Berlin, Germany, in 2004, the CIML instructed OIML TC3/SC5 to start revising both publication B10-1 (*MAA*) and publication B3, "OIML Certificate System for Measuring Instruments" after some experience with the MAA has been gained. Further implementation of the MAA may require that other detailed regulations be developed.

For further information on the MAA and its implementation, please contact Dr. Charles Ehrlich at [charles.ehrlich@nist.gov](mailto:charles.ehrlich@nist.gov) or at (301) 975-4834 or by fax at (301) 975-5414.

### **III. Report on the 40th Meeting of the International Committee of Legal Metrology (CIML) (held June 2005)**

The 40<sup>th</sup> CIML meeting was held in conjunction with the 12<sup>th</sup> International Metrology Congress, June 18 – 20, 2005, in Lyon, France. Representatives from 52 OIML member states participated in the meeting that also included a celebration of the 50<sup>th</sup> Anniversary of OIML.

Opening addresses at the meeting were given by both the (outgoing) Acting CIML President Manfred Kochsiek (Germany) and the recently elected CIML President Alan Johnston (Canada). Discussions at the meeting included concerns on implementing new financial regulations at the BIML, activities of the Presidential Council, and the OIML long-term strategy and action plan. A report was given on the activities of the Permanent Work Group on Developing Countries. Dr. Steve Carpenter, Director of the NIST Office of International and Academic Affairs, represented the United States on the Work Group. Reports were also given by representatives of several liaison organizations (such as BIPM and ISO) and several Regional Legal Metrology Organizations (such as SIM and APLMF).

The BIML director gave a presentation on the organization and activities of the Bureau. Another presentation concerned efforts of the BIML to improve communication, coordinate the production of OIML publications, and improve the OIML website.

#### *Technical Activities*

The Committee decided:

- to disband and discontinue the work of TC 10/SC 6 *Strain gauges*,
- to merge TC8/SC1 Static volume measurement and TC8/SC2 Static mass measurement under the Co-secretariat of Austria and Germany with the title TC8/SC1 Static volume and mass measurement, (disbanding the old TC8/SC2),
- to allocate the Secretariat of TC10/SC3 Barometers to China,
- to withdraw the following work projects:
  - TC 7/SC 1: p 1 revision R 30 *End standards of length (gauge blocks)*,
  - TC 10/SC 4: p 2 *Requirements for force measuring instruments for verifying material testing machines* in favor of the utilization of ISO 376,
  - TC 17/SC 6: p 1 *Calibration procedure for mine methanometers* and p 2 *Procedure for calibration of alarms of combustible gasses and vapors*.



The Committee approved the proposal from TC3/SC5 to use the Guides for the application of ISO 17025 and Guide 65 drawn up by the CPR on R60 and R76 as a first Working Draft and to proceed with their development following the Directives for Technical Work. The Committee authorized the BIML, together with the TC4 Secretariat (Slovakia), to decide together with ILAC on the best way of publishing the revised D10 *Recalibration intervals for measuring equipment used in testing laboratories*. The Committee instructed the BIML to organize a meeting with the Secretariats of TC8/SC7 and TC8/SC8 (*Gas Meters*) and to redefine the scope of these Subcommittees' projects so as to avoid unnecessary discrepancies and the duplication of work.

The Committee took note of a report presented by Mrs. Gaucher, MAA Project Leader at the BIML, showing the progress in the implementation of the MAA and the outcome of the first CPR Meeting. *[Details on the MAA and the CPR are given in the MAA section of this report.]*

The Committee elected Mr. Stuart Carstens (South Africa) for a six-year term as First Vice-President. He will take over his duties immediately. President Kochsiek (Germany) will remain Vice-President until the 41st CIML Meeting in 2006. The Committee approved the renewal of the contract of Mr. Magaña as BIML Director from January 1, 2006, to December 31, 2010. A new Assistant Director will be appointed in 2007, and a selection committee for that position was chosen; Dr. Ehrlich is on the selection committee.

#### *Future CIML Meetings*

The 41st CIML Meeting will be hosted by South Africa in Capetown in October 2006. The Committee noted that the People's Republic of China was considering inviting the CIML to hold its 42<sup>nd</sup> Meeting in China in October 2007. A decision on this will be made at the 41st CIML Meeting.

## **Appendix B**

### **Interim Agenda of the Associate Membership Committee (AMC)**

Gary Lameris, Hobart Corporation

- Call to Order
- Financial Condition
- NCWM Board of Director's Report

Darrell Flocken

- AMC Fund Disbursement Requests

Report on Difficulties in Using the Training Funds

Special Event

AMC Reserve

Training Requests

- Agenda Review Report

Gordon Johnson

Lou Straub

Mark Galletta

- New Business
- Adjourn

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Gary Lameris, Hobart Corporation, Chair  
Stephen Langford, Cardinal Scale, Vice Chair  
Vincent Orr, ConAgra Foods, Secretary/Treasurer

Robert Murnane, Jr., Seraphin Test Measures  
William Sveum, Kraft Foods  
Darrell Flocken, Mettler-Toledo  
Cary Frye, International Dairy Foods Assoc.  
Paul Lewis, Rice Lake Weighing Systems  
Michael Gaspers, Farmland Foods, Inc.

**Associate Membership Committee**